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I. Scope, Objective, and Summary of Survey

A. In its broadest sense, logistics may be defined as "getting the right people and supplies to the right place, at the right time, and in the proper condition." In CIA, logistical functions are performed not only by the Logistics Office but also by other components of the Agency, including other DD/A offices, DD/P units, overseas field installations, and the Offices of Communications and Personnel. In general, the Chief of Logistics exercises only technical guidance over the logistical functions of other components, and the performance of such functions is a command responsibility of the head of the component concerned.

B. This survey has not encompassed all logistical activities throughout the Agency. It has been confined to a comprehensive inspection of the Logistics Office and a limited inspection of the logistics activities of DD/P and certain field stations. During late August 1954, two members of the Inspector General's Staff made short visits to the following stations and missions where logistics was discussed with both administrative and operations personnel:

[redacted] These contacts provided a representative sampling of field logistical activities.

C. Within this scope, the purpose of this survey has been to determine whether CIA has a sound logistical system which is operating effectively and is consistent with the requirements of security, flexibility, aggressiveness, and diversity of approach in operations with emphasis on the organization, management, and operation of the Logistics Office.

D. The Logistics Office is authorized [redacted] individuals, of which [redacted] are Agency employees. Thirty-one are military personnel and 71 are GSA reimbursable personnel. The FY 1955 budget of the Office is [redacted]. The following data shows the magnitude of the activities of the Logistics Office, and to a lesser degree indicates the extent of Agency-wide logistical activities.

1. Supply. During FY 1954, the Logistics Office processed [redacted] requisitions covering [redacted] line items. The [redacted] depots handled an average of [redacted] per month. The total value of Agency supplies and equipment, in stock and in use, is estimated at [redacted] as of 1 November 1954, of which [redacted] is ordnance materiel.

2. Procurement. During FY 1954, the Logistics Office processed 14,384 procurement actions having a value of [redacted]. The Agency has no readily available data on the volume or value of procurement outside the Logistics Office.

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5. Printing and Reproduction. In FY 1954, the Logistics Office processed 119,509,152 printing impressions, 2,618,349 photographic prints, and 1,264,015 feet of photographic film. Data is not readily available on printing and reproduction in other components of the Agency.

E. During the past two years considerable progress has been made in logistics, and the Agency now has a sound logistical system with two major exceptions.

1. There is no authoritative mechanism to marshall all the support offices (Logistics, Personnel, Training, Communications, Medical, and the Comptroller) to prepare logistical plans for support of clandestine operations. The DD/P has been overzealous in attempting to perform its own logistical planning while the Logistics Office has been remiss in waiting until June 1954 to strive for the establishment of such a mechanism. The recent competitive efforts of DD/P and the Logistics Office are wasteful

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F. The operation of the Agency's logistical system suffers from several important deficiencies, such as insufficient qualified supply personnel at field stations, lack of Agency-wide property control and accountability, inadequate procurement planning by operating components, and unnecessary obstacles to prompt communication with the field on technical logistical matters.

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G. In addition to logistical functions, the Logistics Office is responsible for "providing selected administrative services" which were transferred from the former General Services Office; i.e., Headquarters motor pool service; building maintenance, moving, and telephone service; printing and reproduction; and Headquarters mail and courier service. The responsibility for these services is adversely affecting the ability of the Logistics Office to perform its logistical functions, and some of these services should be transferred elsewhere. (See page 7.)

H. In general, the Logistics Office is making commendable efforts to discharge its responsibilities. Nevertheless, this survey has identified

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